



JEFFERSON COUNTY COUNTY ADMINISTRATOR

Website: jeffersoncountywi.gov

***REVISED 05-27-2016**

**"Jefferson County: Responsible government
advancing quality of life"**

BEN WEHMEIER
County Administrator

TAMMIE JAEGER
Administrative Secretary

MEMORANDUM

TO: Editors

FROM: Ben Wehmeier, County Administrator

DATE: May 26, 2016

SUBJECT: JEFFERSON COUNTY Meetings – Week of May 30, 2016

May 30, 2016 Monday	Holiday – Courthouse Closed		
May 31, 2016 Tuesday	Planning and Zoning Committee	8:00 a.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 203, Jefferson
June 1, 2016 Wednesday	Courthouse Security & Facilities Committee	8:30 a.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 202, Jefferson
	*Infrastructure Committee (Agenda Revised)	9:00 a.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 112, Jefferson
June 2, 2016 Thursday	*Fair Park Committee (Agenda Revised)	8:00 a.m.	Fair Park 503 N. Jackson Ave, Jefferson
June 3, 2016 Friday	No Scheduled County Meetings		
June 4, 2016 Saturday	No Scheduled County Meetings		
June 5, 2016 Sunday	No Scheduled County Meetings		

AGENDA
JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE
DECISION MEETING

Steve Nass, Chair; Greg David, Vice-Chair; Don Reese, Secretary; Amy Rinard; George Jaeckel

ROOM 203, COUNTY COURTHOUSE
311 S. CENTER AVE., JEFFERSON, WI 53549
8:30 A.M. ON TUESDAY, MAY 31, 2016

- 1. Call to Order**
- 2. Roll Call (Establish a Quorum)**
- 3. Certification of Compliance with the Open Meetings Law**
- 4. Approval of the Agenda**
- 5. Public Comment (Not to exceed 15 minutes and not to include petitions slated for decision-members of the public who wish to address the Committee on specific agenda items must register their request at this time)**
- 6. Approval of April 25, May 16 and May 19 Committee Minutes**
- 7. Communications**
- 8. April Monthly Financial Report for Land Information Office – Andy Erdman**
- 9. May Monthly Financial Report for Zoning – Rob Klotz**
- 10. Site Inspection Across from W4932 Horseshoe Road in Response to Request by Nick and Buffy Uglow to Replace a Home which was Removed in 1973 at More than 100 Feet from its Original Location. The property is in the Town of Watertown on PIN 032-0814-1311-000.**
- 11. Discussion and Possible Action on Petitions Presented in Public Hearing on May 19, 2016:**
 - R3879A-16 & CU1875-16 – Edward & Colleen Dionne to sanction the Circle K Campground and allow expansion of up to 100 new sites at W1316 Island Rd in the Town of Palmyra, PINs 024-0516-0941-000 and 024-0516-1944-000
 - R3880A-16 – James Masters/R&H Masters Trust Property to rezone 1.3 acres of PIN 010-0515-0343-001 owned by the R & H Masters Trust to add it to the existing A-3 zone at **W3622 Lower Hebron Rd** owned by James & Kerrie Masters. The property is in the Town of Hebron.
 - R3881A-16 – Lorraine Millette/Gerard & Lorraine Millette Trust property to create a 5-acre farm consolidation lot around the home at **W3728 State Road 106** in the Town of Hebron from part of PIN 010- 0615-3344-000.
 - R3882A-16 – Lawrence Geoghegan to create a 1.59-acre farm consolidation lot around the home at **N7550 County Road D**, Town of Watertown on PIN 032-0815-3514-000 (40 Acres).
 - R3883A-16 – Scott & Teresa Gimler/Richard G & Joann Gimler Trust Property to create a 1.16-acre residential building site from part of PIN 032-0815-1324-000 (41.19 Acres) near **N8728 River Road** in the Town of Watertown.
 - R3884A-16 – Steven Mode/Laurie Forseth property to rezone 2.79 acres for a new residential building site on the south side of Koch Road, across from **W3018 Koch Road** in the Town of Hebron, on PIN 010- 0515-1112-000 (12 Acres).

R3885A-16 & R3886A-16 – Steven Mode/Laurie Forseth Property to create an A-3, Rural Residential lot of 3 acres around the home at **W3018 Koch Rd** and a new 1.88-acre residential building site adjacent to it on **Ehlert Road**. Create two Natural Resource zones between the Bark River and those A-3 lots, one of 2 acres and one of 2.61 acres. These requests are all from PIN 010-0515-1112-000 (12 Acres) in the Town of Hebron.

R3887A-16 & R3888A-16 – Kory Sukow to rezone approximately 0.39 acre of PIN 008- 0715-1644-004 (8.21 Acre) to A-3 to add it to an adjoining A-3 zoned lot at **N6111 Coffee Road**. Rezone the balance of PIN 008-0715-1644-004, approximately 7.82 acres to Natural Resources. The site is in the Town of Farmington.

R3889A-16 –William Lensmire to rezone PIN 012-0816-0842-002 (2.208 Acres) at **W1897 Gopher Hill Road** to A-1 for it to be incorporated into adjoining A-1 zoned property. The site is in the Town of Ixonia.

CU1876-16 – Sylvie Dahnert requests conditional use to allow up to 8 dogs as a kennel for household pets at **W3672 Lower Hebron Road**, Town of Hebron. The site is on PIN 010-0515-0333-001 (5 Acres) and is zoned A-3, Agricultural/Rural Residential.

CU1877-16 – Tim Otterstatter/JTO Properties LLC requests conditional use to allow an event facility as an adaptive reuse of a pre-1970 barn at **W2763 East Gate Drive** in the Town of Watertown, The site is on PIN 032-0815-1231-000 (37.14 Acres) and is zoned A-2, Agricultural and Rural Business.

12. Possible Future Agenda Items

13. Upcoming Meeting Dates

14. Adjourn

If you have questions regarding the petitions, please contact the Zoning Department at 920-674-7131. Petition files referenced on this agenda may be viewed in Courthouse Room 201 between the hours of 8:00 a.m. and 4:30 p.m., Monday through Friday, excluding holidays. Materials covering other agenda items can be found at www.jeffersoncountywi.gov.

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101 at least 24 hours prior to the meeting so that appropriate arrangements can be made.

A digital recording of the meeting will be available in the Zoning Department upon request.

COURTHOUSE SECURITY & FACILITIES COMMITTEE AGENDA

Jefferson County Courthouse

Room #202

311 S. Center Avenue

Jefferson, WI 53549

Wednesday, June 1, 2016 at 8:30 a.m.

***Committee Members
by SCR 70.39***

*Randy R. Koschnick
Circuit Court Judge*

*James Schroeder
County Board Chair*

*Benjamin Wehmeier
County Administrator*

*Carla Robinson
Clerk of Circuit Court*

*Jennifer Weber
Family Court Commissioner*

*Paul Milbrath
Sheriff*

*Susan Happ
District Attorney*

*Jeffrey DeLaRosa
Public Defender*

*Ben Brantmeier
Rep. of local bar association*

*Laurie Anderson
V/W Coordinator*

*Donna Haugom
Emergency Mgmt Director*

Other Members:

*Mark Miller
Central Services Manager*

1. Call to order.
2. Roll call.
3. Certification of compliance with the open meetings law.
4. Review and approve minutes from March 9, 2016 meeting.
5. Communications.
6. Public comment. (Members of the public who wish to address the committee on specific agenda items must register their request at this time)
7. Courthouse Security Plan Update:
 - a) Courthouse Security Cameras (Miller).
 - b) Courthouse Security Training (Capt. Wallace & Sgt. Behm).
 - c) Courtroom scenarios.
 - d) Pepper spray for courthouse employees.
 - e) Reciprocal agreement with Dodge County to use courthouse facilities in the event of an emergency. (Dodge County Contact: Judge Joe Sciascia).
8. Tentative future meeting dates:

September 7, 2016	8:30 a.m.
December 7, 2016	8:30 a.m.
March 1, 2017	8:30 a.m.
9. Future agenda items.
10. Adjourn.

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

Infrastructure Committee

AGENDA

Jefferson County Courthouse
311 S. Center Avenue, Room 112
Jefferson WI 53549

***REVISED 05-27-2016**

Wednesday, June 1, 2016

9:00 a.m.

Committee Members

Glen Borland, Greg David, Dick Jones, John Kannard, Russ Kutz

1. Call to order
2. Roll call
3. Certification of compliance with the Open Meetings Law
4. Review of the Agenda
5. Introduction of Committee Members
6. Public Comment
(Members of the public who wish to address the committee on specific agenda items must register their request at this time)
7. Approval of the May 4, 2016 Infrastructure Committee meeting minutes
8. Communications
9. Review suggestions for Dementia Friendly County – Courthouse Facilities
10. ***Discussion and possible action to amend the County Parking Ordinance**
11. Discussion and possible action concerning bids for courthouse/MIS roofing
12. Discussion of incorporating tasks of Sustainability Task Force into Infrastructure Committee
13. Update on clubhouse property located in the City of Jefferson
14. Update on Enterprise Resource Planning (ERP) System
15. Update on updating the County Board room and courthouse conference rooms
16. Update on remodeling courthouse employee break room, bathrooms and outdoor space
17. Review of county building Space Needs Analysis
18. Update on highway satellite shops
19. Discuss potential agenda items for the Committee's next meeting
20. Financial Reports (April)
 - a. Central Services
 - b. MIS
21. Possible Tour of Courthouse
22. Discuss future meeting schedule. Set next meeting date (July 6, 2016)
23. Adjourn

A quorum of any Jefferson County Committee, Board, Commission or other body,
including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting/visit at 920-674-7101 so appropriate arrangements can be made.

Fair Park Committee Agenda
Jefferson County
Jefferson County Fair Park
Activity Center – Conference Room
503 N. Jackson Avenue
Jefferson, WI 53549
***REVISED 05-27-2016**

Date: Thursday, June 2, 2016

Time: 8:00 am

Committee members: Poulson, Blane (Chair)
Foelker, Matthew (Vice Chair)
Hanneman, Jennifer (Secretary)

Buchanan, Ron
Kutz, Russell

1. Call to order
2. Roll call (establish a quorum)
3. Certification of compliance with Open Meetings Law
4. Approval of the agenda
5. Approval of Fair Park Committee minutes of May 5, 2016.
6. Communication
7. Public Comment (Members of the public who wish to address the Committee on specific agenda items must register their request at this time)
8. ***Discussion and possible action to amend the County Parking Ordinance**
9. Discussion and possible action on 2016 & 2017 Fee Schedules.
10. Review of Financial Report
11. Review of Fair Park Director's Report
12. Review of Fair Park Office Report
13. Discussion and possible action on future meeting schedule
14. Adjourn

Next scheduled meetings:

Fair Week Meetings are held outside the main gate of Puerner Street and Jackson Avenue. at 2:00 p.m. as needed.

Wednesday, July 6, 2016

Thursday, July 7, 2016

Friday, July 8, 2016

Saturday, July 9, 2016

Sunday, July 10, 2016

The next regularly scheduled meeting in the Activity Center Conference Room at 8:00 a.m. is:

Thursday, August 4, 2016

A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at this meeting should contact the County Administrator 24 hours prior to the meeting at 920/674-7101 so appropriate arrangements can be made.